



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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Department of Purchasing
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January 16, 2007

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Second Year Renewal of Three-Year Contract
Bid #06-121-LR, Carrier A/C Parts – Maintenance Department
Carrier Commercial Service

On February 7, 2006, official action (attached) was taken to award the above-referenced bid to Carrier Commercial Service. This bid is a three-year contract, renewable annually based upon mutual consent of both parties. The first year of the agreement will expire on February 7, 2007.

Considering services have been satisfactory, Kevin Lynch, Service Manager, Carrier Commercial Service was contacted to verify his willingness to enter into the second year of the agreement. As such, Kevin Lynch has agreed, in writing (attached), to enter into the second year of the contract.

Therefore, at this time, it is my recommendation to enter into the second year of the agreement with Carrier Commercial Service. The second year of the contract will cover the period of February 8, 2007 through February 7, 2008. Should you have any questions regarding this matter, or if I can be of further assistance, please feel free to contact me at your earliest convenience.

KDG/lmr

Attachments (3)